



# CITY OF HOUSTON

Administration and Regulatory Affairs Department  
Strategic Purchasing Division

**Annise D. Parker**  
Mayor

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February 16, 2010

Subject: Letter of Clarification No. 5  
Automotive Lubricants for Various Departments

Reference: Invitation to Bid (ITB) No.: S32-S23377

To All Prospective Suppliers:

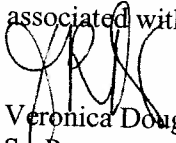
This Letter of Clarification is issued for the following reasons:

- To extend the bid opening date from February 18, 2010 to February 25, 2010.
- To revise the above referenced solicitation as follows:
  1. At the City's electronic website, Group No. 1, Item Nos. 2 thru 4, 6, 11, and 12, the units of measures have **changed**.
  2. At the City's electronic website, Group No. 1, Item No. 2, the quantity has **changed**.
  3. At the City's electronic website, Group No. 2, Item Nos. 2 and 7, the units of measures have **changed**.
  4. At the City's electronic website, Group No. 3, Item Nos. 2 thru 7, the units of measures have **changed**.
  5. At the City's electronic website, Group No. 4, Item Nos. 1, 2, 8, 9, 16, and 17, the units of measures have **changed**.

This Letter of Clarification will be considered part of the solicitation referenced above.

Due to the aforementioned changes to the e-bidding items you may need to edit your bid. To do so, please select the "Bid Number" and proceed accordingly.

Furthermore, it is the responsibility of each Supplier to obtain any previous Letter(s) of Clarification associated with this solicitation.

  
Veronica Douglas, CPPB  
Sr. Procurement Specialist  
Houston, Texas  
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DRH:vrđ

*Partnering to better serve Houston*

Council Members: Brenda Stardig Jarvis Johnson Anne Clutterbuck Wanda Adams Mike Sullivan Al Hoang Oliver Pennington  
Edward Gonzalez James G. Rodriguez Stephen C. Costello Sue Lovell Melissa Noriega C.O. "Brad" Bradford  
Jolanda "Jo" Jones **Controller: Ronald C. Green**